



**Syllabus for PSYC 220-001&002
Research Design & Statistics 1
Department of Psychology
Spring 2025**

Instructor: Dr. Maggie Polk

Office: AH 0129

Class Location: Founders Hall 0116

Lab Location: Alumni Hall 1201

E-mail: marpolk@siue.edu

Office Hours: W: 11-1pm/by appointment

Class Meeting time: M/W 10-10:50am

Lab Meeting time: **001** – 10-11am
002 – 11-12pm

Graduate Teaching Assistant: Lilly Ohlsen

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Graduate Teaching Assistant: Kiya Rainey

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Office hours: M 11-12pm

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Office hours: 3:30-4:30pm Tuesday

All meetings can be via zoom but you must contact in advance if you would like to schedule on zoom.

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Course Description: In this course we will explore non-experimental methods for designing psychological studies and statistics used to analyze and interpret the data. In conjunction with PSYC 221, by the end of the semester you will learn how to read, understand and critically evaluate statistical data. You will also generate testable hypotheses, design a research study and collect data, and calculate appropriate statistics. Finally, you will also learn to write and present an APA paper. Overall, my goal is to make statistics and research methods less scary, and provide you a foundation for understanding research in the real world.

Course Objectives:

- **Research & Statistic Skills**
 - You will learn the basics and major concepts of descriptive and inferential statistics, and then be able to decipher which type of statistics are used in which scenarios. In addition, you will learn the techniques of the whole research process: conducting a literature review, developing research ideas, deciding which type of method to use, gathering and analyzing data, and communicating results.
- **Writing Skills**
 - You will learn how to write in APA style and improve your writing skills.
- **Critical and Creative Thinking**
 - You will learn how to transform curiosity into testable research questions, and how to critically evaluate these questions.

Textbook:

Gravetter, F. J. & Forzano, L. B. (2018). *Research methods for the behavioral sciences* (6th ed.). Belmont, CA: Cengage. *Note: will be labeled as R.M.*

Gravetter, F. J., Wallnau, L. B., Forzano, L. B., & Witnauer, J. E. (2018). *Essentials of statistics for the behavioral sciences* (10th ed.). Cengage. *Note: will be labeled as Stats*

Undergraduate students can rent textbooks from SIUE. Please visit the [Textbook Service website](#) for more information. For off-campus classes, the textbook may be shipped to you. Look for the option “Off-Campus Classes have special instructions, click here for these.” Note: shipping time may take up to two weeks.

Other course materials

Additional readings may be assigned throughout the semester and will be posted to Blackboard.

Technology

- **Blackboard:** <https://bb.siue.edu>
 - All announcements and communication will be done through Blackboard. In addition, powerpoints and helpful tools (i.e., formulas, etc.) will be posted here.
- **Zoom:** <https://www.siue.edu/its/zoom/>
 - We use Zoom for online office hours, and/or in the event that we need to do any classes remotely. Use the link above and download the Zoom app (under Tips for Students).
- **SPSS:** This should be installed on the computers in the labs we’ll use, but it can also be really useful to install on your own computer. Here is the link, but be sure to carefully follow the instructions as you only get one chance. You’ll need to download the install file and the document with the license code.
<https://www.siue.edu/its/labsclassrooms/vlab/spss.shtml>
Note: SPSS can be installed on any Mac or Windows computer, but will NOT work on Chromebook laptops.
- **Microsoft Office:** I highly recommend downloading and installing, (*don’t try to use the web version!*). <https://www.siue.edu/its/office365/install.shtml>
- **Qualtrics:** for survey data gathering <https://siue.qualtrics.com/>

Communicating with the instructor:

The most reliable way (and only way) to contact me is via e-mail. I respond to e-mails I receive during the week (M-F, 9-5 p.m.) within 24-48 hours. If you need to speak with me personally, I am easy to find during my office hours in my office. If you are unable to attend office hours due to a scheduling conflict, please contact me for an appointment. Both in the classroom and email, I expect that you will address me as Dr. Polk or Professor Polk.

E-Mail Guidelines:

E-mail is a wonderful tool when used properly. Please follow these simple guidelines when e-mailing me or a TA, so that we can identify which section you are in and address your concern without having to write you back to say “Who are you and what section are you in??” (This happens, *often!*)

1. Include class info in your subject line (PSY 220 Sec XXX). This is where your section number becomes especially important.
2. ALWAYS sign your e-mail. Many of you have e-mail addresses that mask your identity.
3. Please treat your e-mails as professional communications. Please use proper grammar, spelling, and punctuation.

Note: I reserve the right to NOT respond to emails that lack any of these guidelines and/or are questions that can be easily solved on your own.

Communicating with YOU:

I will send out many emails and announcements via Blackboard so it is your responsibility to check your SIUE email regularly, as well as Blackboard announcements.

Course Requirements and Policies

Syllabus Quiz [10 points]: There will be a syllabus quiz for you to complete in lab week 1. You can bring your syllabus to lab to help you during your quiz.

CITI Training [10 points]: An online certification of research ethics training. You can find the link on blackboard. Be aware that this is due by the end of the second week of class and will take multiple hours to complete. In order to continue in this course, this *has* to be completed. If it is not completed, you will be dropped from the course.

Lecture Worksheets [65 points]: At the beginning of each new chapter, you will be given a lecture worksheet. These worksheets will be physical copies that will be handed out to you in class. Worksheets will not be posted to blackboard. Thus, if you miss class the day a new worksheet is handed out, you will need to come by the GA's office to grab a new worksheet. To receive credit for these worksheets, I will collect your worksheets at random in lecture the following week. Sometimes it will be on Mondays and sometimes it will be on Wednesdays of the following week. This will give you an entire week to work on the worksheets. Make sure you keep your worksheets with you so that I can collect them. If you miss class the day I collect the worksheets, your worksheet will be counted late. They will be returned to you after they are graded. Worksheets have to be filled out by hand (cannot type in the answers).

There will be two parts to the worksheet. The first part will serve as an outline/study guide for the chapter. At the end of the worksheet will be a few questions to test your knowledge of the material from that week. You will be graded on these questions at the end. However, in order to receive full credit, you have to fill out the entire worksheet (not just the questions at the end).

Lab Worksheets [65 points]: Every Friday there will be lab sessions. Make sure you attend the lab section that you enrolled in. In each lab, there will be an assignment for you to complete during the lab. Most assignments will be turned in by the end of the lab but in some occurrences, your lab worksheet will be turned in the following week. In order to get access to the lab worksheet, you must be present in class. They will be graded on a 5 point scale.

Exams [150 points; midterm: 60 points; final 90 points]: You will have two exams in this course – one midterm and one final. Your exams will be taken in person during lab (week 8) and finals week. You will be allowed to bring your notes with you, but they have to be physical copies of your notes. No digital technology will be allowed during the exam. If you need a calculator, you will have to bring a calculator different from your phone. You will have 50 minutes to complete your midterm and 90 minutes to complete your final exam. Exams will be taken in the classroom. Please note that your final exam will be **Cumulative**.

Group Research Project [100]: For the group project, you will be put into groups of about 4 students in your lab section. You will work with your group to design and conduct a survey study. Your project will be completed in stages with due dates throughout the 16-week course as you create an APA style paper. There will be 4 drafts (40 points), one final draft (50 points) and one final presentation (10 points). Drafts will be submitted on Blackboard, which uses Turnitin to detect plagiarism. For all of the different drafts and sections, you will write individually and receive your own individual score. There are more specific breakdowns and guidelines located in the group project folder on Blackboard.

Engagement [50 points]: Engagement will be graded on three different items: a self-assessment (10 points), Professor + GA evaluation (20), and your group's assessment (20). The sum of the three evaluations will be your engagement grade. Engagement will be graded throughout the semester, but will be finalized upon completion of your group project. We will discuss more about engagement in class the first week.

Attendance [50 points]: There will be mandatory attendance in this class. We will meet for a total of 29 times in lecture and 15 times in lab. You are allowed *4 misses in lecture* and *2 misses in lab* before you are penalized. So if you are feeling sick, please stay home. If you are having a day you need to stay at home, stay home. You do not need to let me know. You will receive 2 points for each lecture class you attend and 4 points for each lab you attend. If you attend all 25 lectures, you will receive 50 points. If you attend all 13 labs, you will receive 52 points. Instead of deducting points when you miss, you will receive 0 points for missing. Your attendance score will be the average of these two attendance scores. *Hint: You can receive extra credit points but it will only be for a max of 5 points.*

Course Policies

While using your laptops in class is allowed, please refrain from being on non-class related websites (e.g., Facebook, Twitter, Texting, Google chat, Amazon, etc.). Also, please take out headphones and earphones when in class. Phones should never be used in class. Such behaviors may result in me asking you to leave the classroom and will negatively affect your grade.

Missed classes

If you have to miss class, that is okay! Life happens. You are given misses for a reason. Unless in extreme circumstances (i.e., illness that is having you miss multiple classes) or an excused absence (i.e., official university excuse), you do not need to email me that you will be absent. If you feel the need to still email me that you will be missing, I will most likely not respond. If you miss class or lab, here is what you should do:

- Read over the slides that correspond to the lecture that week (they will be posted on blackboard)
- Make sure you pick up the worksheet that corresponds to the lecture that week. These can be found in the GA's boxes. You need to pick it up within a week of missing it.
- If you miss the day we turn in a lecture worksheet, you need to drop it off in the GA's box and notify them when you turned it in OR turn it in at the next class. Remember, anything more than 3 days will be counted as a 0. This includes weekends. If you know in advance you will be gone, you can email us a picture of the worksheet completed before class starts or drop it off in our box before class starts.

- NOTE: If you will miss lab when we are working on group assignments, please make sure you let your group members know. Part of being a good group member entails open communication.
- Get Help – come to office hours with Dr. Polk or the GA's if you have further questions.

Late assignments

Any assignment (except exams and your final week of assignments) can be submitted late with a penalty. Anything submitted 24 hours late will receive a 10% deduction, 48 hours late will receive a 20% deduction, 72 hours will receive a 30% deduction, and anything after 72 hours will receive a 0.

- If you are absent the day, we submit lecture worksheets and want to avoid the penalty, you can either turn it in early to my box OR send your GA an email with a timestamp picture that documents you have the assignment finished by class deadline. You will still need to get the document turned in in person to receive a grade. Failure to get it turned in within 5 days will result in a 0.
- When we get to the final week of the semester, no late assignments will be accepted. The turnaround time for grading is quick and we will need everyone to turn their assignments in early.

Course Questions

It is natural for everyone to have questions and I want you to feel comfortable asking questions. That said, in some cases, students ask questions that could be easily answered by looking in the syllabus or course materials. In order to facilitate personal responsibility, I ask that you follow the “**rule of 3 then me**” before asking a question. If your question is about the course requirements or some aspect of the course check in 3 places for the answer before you ask me. When you ask me, tell me where you have looked for the answer and explain your question. This helps me understand the question so I can give you a better answer. If you do have a question, you can send me an email.

Academic integrity/plagiarism

Plagiarism is the use of another person's words or ideas without crediting that person. Plagiarism and cheating will not be tolerated and may lead to failure on an assignment, in the class, or dismissal from the University, per the SIUE academic dishonesty policy. Students are responsible for complying with University policies about academic honesty as stated in the University's Student Academic Conduct Code.

Please note that this class will not allow for any AI in this class. Generative AI will be considered cheating in this class. This includes (but is not limited to) ChatGPT, Grammarly, DALL-E, etc.) In addition, while this class encourages group work and brainstorming with your classmates, any assignment that is supposed to be an individual assignment, should be work that only you completed.

Turnitin

This course will utilize the Turnitin plagiarism detection software. A Turnitin link will be available anywhere written work is to be submitted in the course. Find out more about using Turnitin.

Grading

<u>Assignment</u>	<u>Point Breakdown</u>
Syllabus Quiz	10
CITI Training	10
Lecture Worksheets	65
Lab Worksheets	65
Midterm Exam	60
Final Exam	90
Survey Project	100
Engagement	50
Attendance	50
Total	500

Final grades are not negotiable. If you are upset about a grade on an assignment, you need to set up a meeting with me to discuss that within a week of the published grade of the assignment. After that, I will not consider a grade dispute. *I especially do not respond to end-of-semester e-mails that request unearned grade bumps.*

Department of Psychology Writing Policy

As a student in this course, you will be expected to display university-level writing, which includes completing course assignments that meet the following basic writing criteria. Specifically, all written assignments completed for this course should include:

- clear transitions from sentence to sentence and idea to idea (e.g., paper is organized/flows well);
- verb tense consistency;
- clear and unambiguous sentences and ideas;
- writing that is free of typos, spelling errors, and major grammatical errors;
- properly formatted paper including headings, citations and references, per the 7th edition of the APA manual.

This is by no means an exhaustive list of basic writing skills, but will give you an idea of what we are looking for in our papers. If you feel you need help with your writing, you are encouraged to seek assistance from the writing center on campus (<http://www.siu.edu/is/writing>) or utilize one of the many online resources they have identified to help students (<http://www.siu.edu/lss/writing/resources.shtml>).

If your graded written assignments fail to meet the basic writing requirements listed above (and any others found to be appropriate by your instructor), the instructor will stop the grading process and return the paper to you (see below for the specific policy for this class).

- **The penalty for unacceptable writing in this class is as follows: If more than three writing errors are found on any one page of a written assignment, grading will cease, and the student's paper will be returned with a grade equal to 50% of the total point value for the assignment.**

University Policies

Services for Students Needing Accommodations

Students needing accommodations because of medical diagnosis or major life impairment will need to register with Accessible Campus Community & Equitable Student Support (ACCESS) and complete an intake process before accommodations will be given. Students who believe they have a diagnosis, but do not have documentation, should contact ACCESS for assistance and/or appropriate referral. The ACCESS office is located in the Student Success Center, Room 1203. You can also reach the office by emailing us at myaccess@siue.edu or by calling 618-650-3726. If you feel you would need additional help in the event of an emergency situation, please notify your instructor to be shown the evacuation route and discuss specific needs for assistance. *It is your responsibility to communicate with me ahead of time of what accommodations you need. Just sending me an ACCESS letter is not sufficient, you have to communicate it with me.*

Diversity and Inclusion

SIUE is committed to respecting everyone's dignity at all times. In order to learn, exchange ideas, and support one another, our virtual and physical classrooms must be places where students and teachers feel safe and supported. Systems of oppression permeate our institutions and our classrooms. All students and faculty have the responsibility to co-create a classroom that affirms inclusion, equity, and social justice, where racism, sexism, classism, ableism, heterosexism, xenophobia, and other social pathologies are not tolerated. Violations of this policy will be enforced in line with the SIUE Student Conduct Code.

The Center for Student Diversity & Inclusion <https://www.siue.edu/csdi> is an excellent resource for students for support and community. Any person who believes they have experienced or witnessed discrimination or harassment can contact Ms. Jamie Ball, Director in the Office of Equal Opportunity, Access and Title IX Coordination at (618) 650-2333 or jball@siue.edu. There is also an online form for reporting bias incidents at https://cm.maxient.com/reportingform.php?SIUEdwardsville&layout_id=10.

Additional Support

Academic and Other Student Services

As an enrolled SIUE student, you have a variety of support available to you, including:

- [Lovejoy Library Resources](#)
- [The Writing Center](#)
- [Academic Advising](#)
- [Campus Events](#)
- [Counseling Services](#)

If you find that you need additional support, please reach out to me and let me know.

Cougar Care

Dealing with the fast-paced life of a college student can be challenging, and I always support a student's decisions to prioritize mental health. Students have access to counseling services on campus (Student Success Center, 0222). Make an appointment by visiting cougarcare.siu.edu or by calling 618-650-2842.

General Health Measures

Students and employees are expected to review the siue.edu/coronavirus website (<https://www.siu.edu/about/announcements/coronavirus/>) to better understand prevention strategies and safety expectations.

- Students and employees are expected to maintain healthy hygiene practices.
- Students and employees are expected to follow COVID-related guidelines and directions.
- Students and employees are expected to conduct a daily health self-assessment and isolate themselves if COVID-related symptoms are present. COVID-related symptoms include:
 - o Fever (100.4 degrees or above) or chills
 - o Cough
 - o Shortness of breath or difficulty breathing
 - o Fatigue
 - o Muscle or body aches
 - o Headache
 - o New loss of taste or smell
 - o Sore throat
 - o Congestion or runny nose
 - o Nausea or vomiting
 - o Diarrhea

Mental Health Resources: SIUE is now partnered with [TimelyCare](http://timelycare.com) to deliver a new virtual health and well-being platform for students. Through either a mobile app or your desktop, TimelyCare provides 24/7 access to virtual care from anywhere in the United States at no cost. Visit timelycare.com/SIUE or download the TimelyCare app from your app store and register with your school email address. You can then start visits from any web-enabled device – smartphone, tablet, laptop, or desktop – anywhere in the United States.

What services are available?

- TalkNow - 24/7, on-demand emotional support.
- Scheduled Counseling - Select the day, time, and mental health provider of your choice. (9 visits per year)
- Health Coaching - Support for developing healthy behaviors.
- Basic Needs Support - Get connected to low or reduced-cost community resources.
- Self-Care Content - Yoga and meditation sessions and group conversations with our providers on a variety of health and well-being topics.

Academic Integrity Students are reminded that the expectations and academic standards outlined in the Student Academic Code (3C2) apply to all courses, field experiences and

educational experiences at the University, regardless of modality or location. The full text of the policy can be found here: <https://www.siue.edu/policies/3c2.shtml>.

Recordings of Class Content

Faculty recordings of lectures and/or other course materials are meant to facilitate student learning and to help facilitate a student catching up who has missed class due to illness or quarantine. As such, students are reminded that the recording, as well as replicating or sharing of any course content and/or course materials without the express permission of the instructor of record, is not permitted, and may be considered a violation of the University's Student Conduct Code (3C1), linked here: <https://www.siue.edu/policies/3c1.shtml>.

Week/Date	Topic	Reading	Assignments Due due at 11:59 p.m. via BB
Week 1: 1/13 & 1/15	Introduction Scientific Method	Syllabus, R.M 1	
<i>Fri 1/17 - Lab</i>	<i>Syllabus Quiz (in class) Project & SPSS (bring laptops to class)</i>		
Week 2: 1/20 & 1/22	No Class 1/15– MLK Holiday / APA Writing	R.M. 16	
<i>Fri 1/24 - Lab</i>	<i>APA Research Group assignments</i>		<i>ethics certification due (CITI Training)</i>
Week 3: 1/27 & 1/29	Research & Variables	R.M. Ch. 2 & 3	
<i>Fri 1/31 - Lab</i>	<i>Annotating Articles</i>		
Week 4: 2/3 & 2/5	Ethics	R.M. 4	
<i>Fri 2/7 – Lab</i>	<i>Summarizing Articles</i>		
Week 5: 2/10 & 2/12	Research Participants	R.M. Ch. 13	
<i>Fri 2/14 – Lab</i>	<i>Summarize Articles</i>		
Week 6: 2/17 & 2/19	Research Strategies	R.M. Ch. 5	
<i>Fri 2/21 - Lab</i>	<i>Introduction Outline</i>		<i>Draft #1 Intro</i>
Week 7: 2/24 & 2/26	Survey Designs	R.M. Ch. 6	
<i>Fri 2/28 - Lab</i>	<i>Variables & Constructs</i>		
Week 8: 3/3 & 3/5	Review/Catch up		
<i>Fri 3/7 – Lab –</i>	EXAM 1		
3/10-3/14	SPRING BREAK		
Week 9: 3/17 – 3/19	Introduction to Stats	Stats Ch. 1&2	
<i>Fri 3/21 – Lab</i>	<i>Create a survey</i>		
Week 10: 3/24 & 3/26	Distributions	Stats Ch. 2 &3	
<i>Fri 3/28 - Lab</i>	<i>Outline Method</i>		<i>Draft #2 (Method)</i>
Week 11: 3/31 & 4/2	Variability, Standard Deviation	Stats Ch. 4	
<i>Fri 4/4 - Lab</i>	<i>Introduction to SPSS</i>		
Week 12: 4/7& 4/9	Correlation	Stats Ch. 14	
<i>Fri 4/11 – Lab</i>	<i>Analyzing Data</i>		
Week 13: 4/14 & 4/16	Z-Scores	Stats Ch. 5	
<i>Fri 4/18 - Lab</i>	<i>Writing Day</i>		<i>Draft #3 (Results + Discussion)</i>
Week 14: 4/21 & 4/23	Probability	Stats Ch. 6	
<i>Fri 4/25 - Lab</i>	<i>Prep for Presentation</i>		
Week 15: 4/28 & 4/30	Review / Catch up		
<i>Fri 5/2 - Lab</i>	<i>Project Presentations</i>		<i>Final Paper – due by 11:59 p.m. on Friday</i>
Week 16 FINALS WEEK	Final Exam: Wednesday 5/7 @ 10-11:30am (in lecture classroom)		

Subject to change notice: All material, assignments, and deadlines are subject to change with prior notice. It is your responsibility to stay in touch with your instructor, review the course site regularly, or communicate with other students, to adjust as needed if assignments or due dates change.